

CONSTRUCTION CONTRACTING & SOURCE SELECTION PROCEDURES

NAVFAC Pacific
Construction Contracts Branch
258 Makalapa Drive, Suite 100
Pearl Harbor, HI 96818-3296



Welcome

Ms. Wanda Okemura

Contract Specialist

Acquisition Department

NAVFAC Pacific

Agenda



- Getting Started
- Regulations
- Pre-Solicitation Notices
- Request for Proposal
- Best Value Continuum
- Award

NAMERO

GROUND RULES

- Remarks and explanations addressed during the conference provide guidance and are based on information available to date.
- Each procurement may have special requirements that may differ from today's presentation.
- Formal response to question; complete question form.
- Refrain from asking questions until the conclusion of this presentation.







Central Contractor Registration (CCR):

✓ Read CCR Handbook www.ccr.gov/handbook.aspx





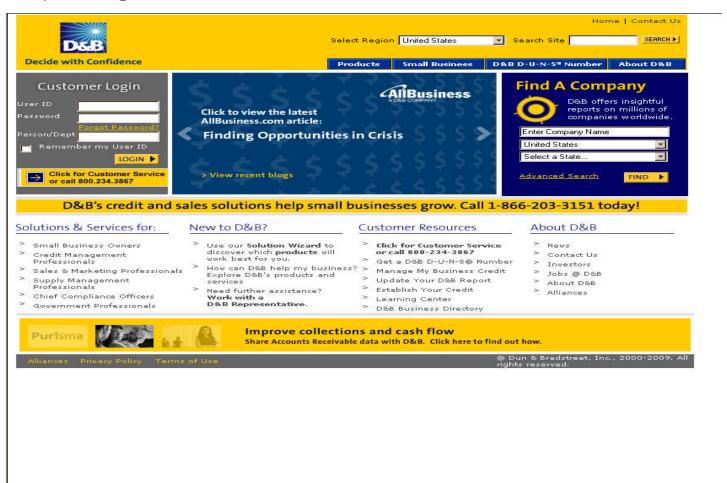
Home | Contractors | Grantees | International Registrants | Small Businesses | Help |







Obtain Data Universal Numbering System (DUNS) Number: http://fedgov.dnb.com/webform







Obtain Commercial and Government Entity (CAGE) Code:

- ✓ Registrants with U.S. Address:
 - √ http://www.dlis.dla.mil/cage_welcome.asp



- ✓ Registrants outside the U.S. obtain NCAGE Code
 - ✓NATO Countries: http://www.dlis.dla.mil/nato_poc.asp
 - ✓ NON-NATO Countries: http://nmcrlplus.namsa.nato.int





U.S. Federal Tax Identification Number (TIN):

✓ http://www.irs.gov/businesses/small/international/article/0,,id=96696
journational/article/0,jd=96696
<a href="mailto



North American Industry Classification System (NAICS) Codes:

✓ http://www.census.gov/epcd/naics07



Online Representations & Certification Application (ORCA) https://orca.bpn.gov/login.aspx

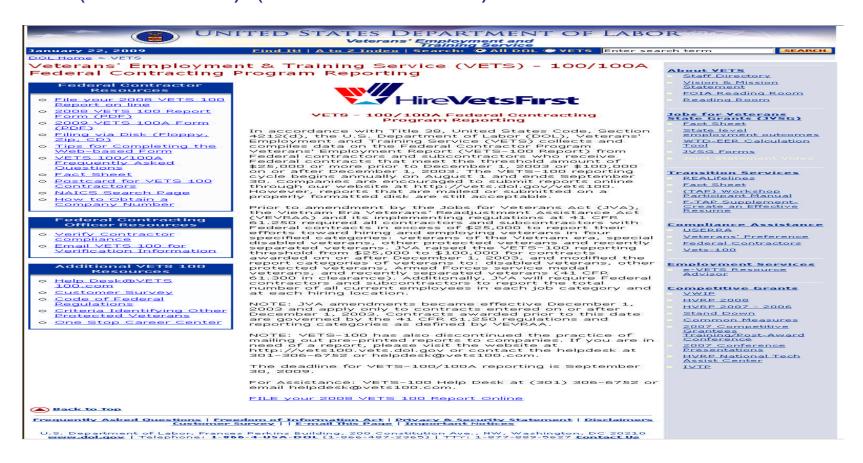


✓ Complete ORCA at least annually





Federal Contractor Veterans' Employment Report (VETS-100) (FAR 52.222-38)



REGULATIONS



FEDERAL ACQUISITION REGULATION

Federal Acquisition Regulation (FAR)

http://acquisition.gov/comp/far/index.html



Defense Federal Acquisition Regulation Supplement (DFARS)

http://www.acq.osd.mil/dpap/dars/dfarspgi/current/index.html



Navy Marine Corps Acquisition Regulation Supplement (NMCARS)

http://acquisition.navy.mil/rda/home/acquisition_one_source/links/archives/nmcars_nmcag



Naval Facilities Acquisition Supplement

https://portal.navfac.navy.mil/portal/page/portal/navfac/navfac_for businesses_pp/smallbusiness/contracting/navfac/nfas%20with% 20change%2012.pdf

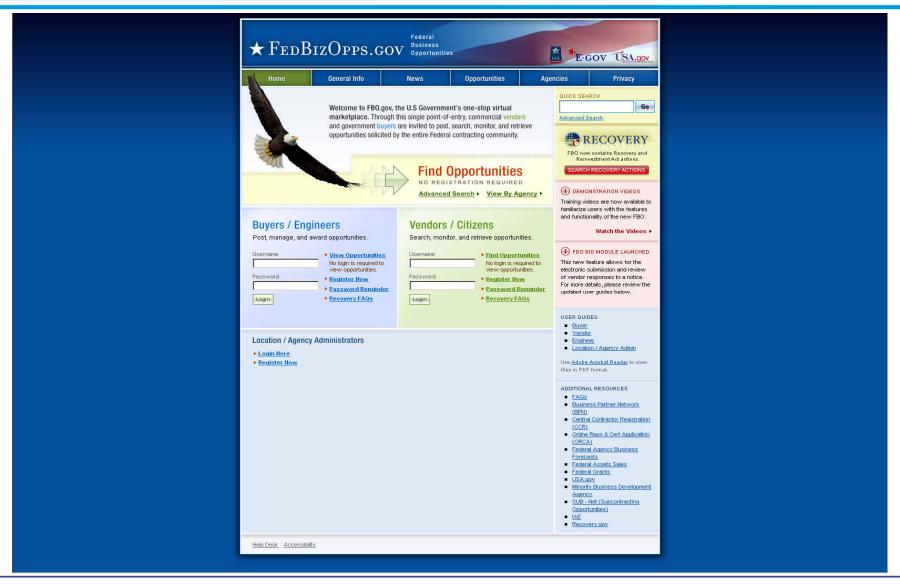


PRE-SOLICITATION NOTICES

- Proposed Contract Actions synopsized at:
 - ✓ Federal Business Opportunities http://www.fedbizopps.gov
 - ✓ Naval Electronic Commerce Online (NECO) https://www.neco.navy.mil/index.aspx

FEDERAL BUSINESS OPPORTUNITIES





FEDERAL BUSINESS OPPORTUNITIES



- ✓ Read the Vendors Guide https://www.fbo.gov/downloads/FBO_Vendor_Guide.pdf
- √ Register for an account
- ✓ Quick Search for NAVFAC Pacific projects by entering "N62742"
- ✓ After issuance of solicitation, request Explicit Access •http://www.fbo.gov/fedteds/TDP[solicitation number]







This is an official US Navy web site. Please read our Privacy Policy and External Links Disclaimer. This site is your link to the world of Navy Electronic Business Opportunities, NECO is the centerpiece of the Navy's paperless process strategy (GILS Number: 001482).



Vendors should register with the CCR System, and complete their online reps and certs via the ORCA website, prior to submitting a bid on this site.

Contact Info: 800-503-6326 (8am-5pm ET) or NECO Support

REGISTER WITH NECO
Modify Registration
SEARCH SYNOPSIS
Business Opportunities
SUBMIT A BID
Faq
SUBMIT FEEDBACK
ASSOCIATED LINKS







- Register for an account
- Search:
 - ✓ "Search Synopsis" for <u>pre-solicitation notices</u> issued by NAVFAC Pacific "N62742"
 - ✓ Search "Business Opportunities" for <u>solicitations</u> issued by NAVFAC Pacific, search "N62742"
- FBO Document link to request Explicit Access



REQUEST FOR PROPOSAL

- Competitive negotiations allows for evaluation of nonprice factors
- Requires submission of a price and technical proposal
- Public bid opening will not be held
- Intent is to award without discussions
- If discussions are deemed necessary, discussions will be held with those Offerors within the competitive range.
- Award based upon best value to the Government based upon price and technical evaluation



MACC RFP will be in the NAVFAC 6-Part Design-Build format:

PART 1 – PROPOSAL FORMS AND DOCUMENTS

PART 2 – GENERAL REQUIREMENTS

PART 3 – PROJECT PROGRAM

PART 4 – PERFORMANCE TECHNICAL SPECIFICATIONS

PART 5 – PRESCRIPTIVE SPECIFICATIONS

PART 6 – ATTACHMENTS



PART 1 – PROPOSAL FORMS AND DOCUMENTS

- Contains contract documents prepared by the Contract Specialist
 - TABLE OF CONTENTS
 - SF 1442 SOLICITATION, OFFER AND AWARD
 - Price Schedule
 - Instructions to Offerors
 - Evaluation Factors for Award
 - Representations & Certifications
 - Contract Clauses
 - Wage Determination(s)



PART 2 – GENERAL REQUIREMENTS

- Contains the General Requirements specifications

– Examples:

- Work Restrictions for Design-Build
- Price and Payment Procedures for Design-Build
- Administrative Requirements for Design-Build
- Design Submittal Procedures
- Safety and Occupational Health Requirements for Design-Build
- Design and Construction Quality Control



PART 3 – PROJECT PROGRAM

- Contents of Project Program:
 - Project Description
 - Project Objectives
 - Site Analysis
 - Building Requirements
 - Room Requirements
 - Engineering Systems Requirements



• PART 4 – PERFORMANCE TECHNICAL SPECIFICATIONS

- Defines the performance and quality of the building elements required by the Project Program
- Performance Technical Section arranged by:
 - Uniformat II
 - •WBS Building Element Classification System



- PART 5 PRESCRIPTIVE SPECIFICATIONS
 - Contains Unified Facility Guide Specifications (UFGS).
 - Use when performance specifications not practical.



- PART 6 ATTACHMENTS
 - Presents additional information for proposal preparation:
 - Examples of Attachments:
 - Drawings & Sketches
 - Reports
 - Pictures



Visit the NAVFAC Design-Build Request for Proposal website http://www.wbdg.org/ndbm/



GENERAL INFORMATION

- Download RFP documents
 - Follow the instructions contained in the RFP:
 - SF 1442
 - Section 00100 Instructions to Proposers
 - Section 00202 Evaluation Factors for Award



GENERAL INFORMATION

- > Sign up for pre-proposal site visit
- > Submit questions in writing to the appropriate contract specialist.

GENERAL INFORMATION (con'd)



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s. continue no.								
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		CODE	FACILITY COD	E				
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					or accepts the minimum in Item 13d.)			
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		AMOUNTS						
9. FOR INFORMATION A NAME b. TELEPHONE NO. (Include area code) (NO COLLECT	CALLS)							
CALL:								
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local time (date). If this is a sealed bid solicitation, offers will be publicly opened at that time. So containing offers shall be marked to show the offeror's name and address, the solicitation number, and the date and time of		document and entura consists to issuing office i. Contractor armaes		on this solicitation is hereby accepted as to the items listed. This award consumi				
Containing of this shall be thanked to show the direct shall be and decrease, the substated homes, and the date and time of	ius are oue.	to furnish and deliver all in form and any continuation	nterns or perform all v	ork requirements identified on eration stated in this contract.		contractual document	is necessary.	
b. An offer guarantee is, is not required.		rights and obligations of t	the parties to this con	tract shall be governed by (a) (c) the clauses, representati y reference in or attached to	this			
a section generates a section and section as		certifications, and specific	eations incorporated by	y reference in or attached to	tris			
c. All offers are subject to the (1) work regiumments, and (2) other provisions and clauses incorporated in the solicitation in f	ull text or by	30s. NAME AND TITLE O	OF CONTRACTOR OR	PERSON AUTHORIZED TO SI	IN B1a. NAME OF CONTRACTING O	FRICER (Type or print	ri	
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					BY			
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Prescribed by GSA - FAR	(48 CFR) 53.236-1(d)							

GENERAL INFORMATION

- > Responses to questions will be posted to NECO via Notices.
- Amendments will be posted to NECO.



BEST VALUE CONTINUUM

> BEST VALUE ACHIEVED BY:

✓ LOWEST PRICE TECHNICALLY ACCEPTABLE SOURCE SELECTION PROCESS

✓ TRADEOFF PROCESS



BEST VALUE CONTINUUM (con'd)

- ➤ LOWEST PRICE TECHNICALLY ACCEPTABLE (LPTA) SOURCE SELECTION PROCESS
 - ✓ Award to lowest evaluated price of proposals meeting or exceeding the acceptability standards for technical factors
 - ✓ Comparative assessment of proposals does not apply
 - ✓ Tradeoffs not permitted
 - ✓ Technical proposals are not ranked
 - ✓ All technical factors and subfactors of equal weight



BEST VALUE CONTINUUM (con'd)

> TRADEOFF SOURCE SELECTION PROCESS

- ✓ The technical evaluation factors, when combined, may be considered
 - ✓ Significantly more important than price;
 - ✓ Approximately equal to price; OR
 - √ Significantly less important than price
 - ✓ Solicitation for basic contract award will be technical evaluation factors, when combined, are more important than price
- ✓ Tradeoffs permitted
- ✓ Award may be made to other than the lowest priced offer or other than the highest technically rated proposal
- ✓ Need not quantify the tradeoffs that led to the best value decision.

NAVFAC PACIFIC

PRICE EVALUATION



- Price Schedule may include:
 - ✓ Lump sum price for all work associated with the seed project
- Price Evaluation to Ensure Fair & Reasonable Price:
 - ✓ Comparison of proposed prices received
 - ✓ Comparison of proposed prices with Independent Government Estimate
- Price Preference(s) may apply:
 - ✓ HUBZone Price Preference (10%)
 - ✓ Preference for U.S. Firm (20%) (Applicable to US-funded contracts)



PRICE PROPOSAL SUBMITTALS

PRICE PROPOSAL REMINDERS:

- ✓ Completed Solicitation, Offer, and Award (SF1442) and completed price proposal schedule.
- ✓ Acknowledgement of all amendments (SF30)
- ✓ Completed Bid Bond (SF24)
- ✓ Completed Representations & Certifications for Non-ORCA provisions

TECHNICAL EVALUATION FACTORS



- Technical Evaluation Factors may include (equal importance):
 - ✓ Factor 1, Past Performance (subfactors descending)
 - a. Offeror's Past Performance
 - b. Designer's Past Performance
 - ✓ Factor 2, Workforce Housing Logistics & Material Mgmt
 - ✓ Factor 3, Small Business Utilization (subfactors equal)
 - a. Past Performance in Utilization of Small Business
 - b. Participation of Small Business Concerns in this Project



TECHNICAL EVALUATION FACTORS

- > Technical Ratings generally are:
 - ✓ Excellent
 - √ Good
 - √ Satisfactory
 - ✓ Marginal
 - ✓ Poor
 - √ No Rating

FACTOR 1 PAST PERFORMANCE



- Factor 1, Past Performance
 - ✓ The Offeror's and designer's past performance will be evaluated based upon customer satisfaction on "relevant" projects within the past ten (10) years.
 - ✓ The Offeror's termination for default history and safety record will also be evaluated
 - ✓ RFP will define "relevant"
 - ✓ CCASS evaluations also reviewed





- Factor 1, Proposal Submission
 - □ Past project information on relevant projects completed within last ten years.
 - ☐ Past performance evaluations such as DD2626 or Performance Survey for each relevant project.

FACTOR 1 PAST PERFORMANCE (con'd)



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FY09 MCON P-534 WASTEWATER COLLECTION SYSTEM UPGRADE, NAVBASE AGANA, GUAM	FY09 MCON P-534 WASTEWATER COLLECTION SYSTEM UPGRADE, NAVBASE AGANA, GUAM						
PERFORMANCE SURVEY (DESIGN FIRM) If the Offeror does not have evidence of customer satisfaction such as performance evaluations (DD2631 Performance Evaluation (Architect-Engineer)), or letters of appreciation/commendation on its relevant	PERFORMANCE SURVEY (DESIGN FIRM) (CONT.) CHECK ONE FOR EACH ATTRIBUTE (as applicable): E = EXCEPTIONAL: VG = VERY GOOD, S = SATISFACTORY; M = MARGINAL; U = UNSATISFACTORY; NA = NOTA PEPILCARY.						
project experience, the Offeror shall obtain such evidence by soliciting evaluations from its customers and submit the results as a part of its Factor A proposal. The Offerors are encouraged to have its customers complete this form.	DESIGN PHASE OR ENGINEERING SERVICES (Quality of A-E Services Evuluation) DESCIPLINE, NAME & ADDRESS OF ATTRIBUTES (if applicable) E VG S M U KEY CONSULTANTS (if applicable)						
A-E CONTRACTOR:	Quality Control Procedures and Execution Plans Specs Accurate and Coordinated Plans Clear and Detailed Sufficiently The Control of the Con						
ADDRESS (CITY/STATE): CONTRACT NUMBER: ITILE/LOCATION OF WOOK: WORK:	Management and Adherence to Schedules Meeting Cost Limitations Sumbiting of Design or Study Results						
DESCRIPTION OF WORK:	Solution Environmentally Suitable Cooperativeness and Responsiveness Quality of Briefing and Presentations						
	Imnovative Approaches/Technologies Quality of Construction Support Services						
	CONSTRUCTION PHASE (Quality of A-E Services Evaluation) ATTRIBUTES (if applicable) E VG S M U						
EST. CONSTR COST (ECC) \$ AE FEE (Approx.) \$	ATTRIBUTES (if applicable) E VG S M U Plans Clear and Detailed Sufficiently Drawings Reflect Time Conditions Plans Opers Accurate and Coordinated						
CONTRACT DATE OR DATE(S) A-E SERVICES	Design Constructability Cooperativeness and Explorativeness Timeliness and Coulity of Processing Submittals						
TYPE OF EVALUATION FINAL INTERIM 46 COMPLETE OVERALL RATING (Tappropriate block) RECOMMEND FOR FUTURE CONTRACTS?	Product & Equipment Selections Readily Available Timeliness of Readily Available Timeliness of Selections Field Constitution and Investing Questions Field Constitution and Investing Investigations						
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EVALUATION OF PERFORMANCE ELEMENTS CHECK ONE FOR EACH DISCIPLINE (as applicable): E EXCEPTIONAL: VG = VERY GOOD; S = SATISFACTORY; M = MARGINAL; U = UNSATISFACTORY; N/A = NOT APPLICABLE	REMARKS (Explanation of marginal or unsatisfactory evaluation is desired. Other comments are optional. Continue on separate sheet(s), (Preedled.)						
QUALITY OF A-E SERVICES BY DISCIPLINE (Complete both DESIGN and CONSTRUCTION phases and Engineering Services) DISCIPLINES (if applicable) DESIGN-SERVICES CONSTRUCTION DESIGN-SERVICES CONSTRUCTION DESIGN-SERVICES CONSTRUCTION DESIGN-SERVICES CONSTRUCTION DESIGN-SERVICES CONSTRUCTION DESIGN-SERVICES ONLY CONSTRUCTION DESIGN-SERVICES DESIGN-SERVICES ONLY CONSTRUCTION DESIGN-SERVICES DESIGN-SERVI	CONTROL COLUMN TOTAL DAY						
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Environmental Engineering	TITLE OF EVALUATOR AND NAME OF FIRM						
How many 100% Final Resubmittals were required because of poor A-E performance? Resubmittals	SIGNATURE DATE						
(CONT. ON NEXT PAGE)	SIGNATURE DATE						



FACTOR 1 PAST PERFORMANCE (con'd)

- Factor 1, Proposal Submission
 - Experience Modification Rate (EMR) Worksheet or similar document (available from the company's insurance agent).
 - ☐ Identification of any contracts terminated for default

FACTOR 2 WORKFORCE HOUSING LOGISTICES & MATERIAL MGMT



- Factor 2, Workforce Housing Logistics & Material Management Plan
 - ✓ Offeror's proposed Workforce Housing Logistics and Material Management plan will be evaluated based on:
 - Ability to provide the necessary requirements to minimize negative impacts to the community regarding:
 - Medical services
 - Food
 - Housing
 - Safety / Security
 - Transportation
 - Material management in performance of this contract.

FACTOR 2 WORKFORCE HOUSING LOGISTICS & MATERIAL MGMT (con'd)



- Factor 2, Proposal Submission
 - ✓ Proposal submission requirements will be as specified in the RFP and may include proposed solutions to minimize adverse issues for:
 - Medical
 - ☐ Food
 - Housing
 - ☐ Safety / Security
 - ☐ Transportation
 - Material Management

FACTOR 3, SMALL BUSINESS UTILIZATION



Factor 3, Small Business Utilization

1. Past Performance in Utilization of Small Business Concerns:

- a. Past performance of the Offeror in subcontracting to SB concerns
- b. Past performance of the Offeror in meeting subcontracting goals

2. Participation of Small Business Concerns in this Project:

- a. The extent of participation of SB's
- b. The extent to which SB concerns are specifically identified
- c. The extent of commitment to use SB concerns
- d. The complexity and variety of the work SB's are to perform
- e. The realism of the proposal

FACTOR 3, SMALL BUSINESS UTILIZATION (con'd)



- Factor 3, Proposal Submission
 - Proposal submission requirements generally include:
 - Subfactor (1): Past Performance in Utilization of Small Business Concerns: ☐ Historical data over the past 3 years ☐ National awards received for outstanding support to SB concerns □ SF1420 or DD2626 - Implementation of subcontracting plans ■ Mentor-protégé agreements ☐ Community Rehabiliation Program organizations ☐ Final SF294 Reports
 - Subfactor (2): Participation of Small Business Concerns in this Project:
 - ☐ Identify, in terms of dollar value and percentage of total proposed price, the extent of work you will perform as the prime contractor.
 - ☐ Submit a subcontracting plan or subcontracting breakdown



PROPOSAL SUBMISSION DO'S

- > READ, READ, READ, the proposal submission requirements
 - ✓ Comply with page/font limitations (if any)
 - ✓ Complete the forms provided in the RFP
 - ✓ Provide specified number of copies
 - ✓ Ensure bid guarantee is in proper form and amount



PROPOSAL SUBMISSION DO'S

- ✓ Proposals should be clear and concise
- ✓ If applicable, clearly list specific resources, personnel, etc. of the affiliate/subsidiary/parent/LLC/LTD member companies that are committed to this project
- > Submit proposals by specified date/time
 - ✓ Pay attention to RFP's that have multiple submission dates for various factors.



PROPOSAL SUBMISSION DON'TS

DON'T submit SF330's or resumes

- DON'T rely on firm's reputation to receive a Satisfactory or better rating.
- DON'T assume that a previous RFP had the same proposal submission requirements and same forms



EVALUATION BOARDS

- Technical Evaluation Board:
 - ✓ Comprised of Professional Engineers and Small Business Specialists
 - ✓ Technical proposal evaluated without knowledge or consideration of price
 - ✓ Technical proposal evaluated against criteria established in the RFP
 - ✓ Each technical proposal, subfactor, major factor, and overall proposal are assigned an adjectival rating

EVALUATION BOARDS



Price Evaluation

- ✓ Contract specialist conducts the Price Evaluation
- ✓ Adjectival ratings are not assigned

Source Selection Board

- ✓ Comprised of senior level professional engineers and contracting personnel
- ✓ Recommends to the Source Selection Authority the apparent successful offeror or Competitive Range

Source Selection Authority

✓ The Source Selection Authority may accept (totally or in part) or reject the recommendations of the source selection board

AWARD



- > Intent is to award without discussions
- ➤ The Government reserves the right to conduct discussions

AWARD



- RFP will result in a MACC contract, indefinite delivery, indefinite quantity (IDIQ) design-build construction contract
- Award will be made to two or more offerors evaluated to be the most highly rated offer based upon technical and price evaluation factors
- Future work will be competed amongst the awardees



QUESTIONS?

NAVFAC PACIFIC

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